



**Minutes of a meeting of the EFFC Executive Committee  
held on Friday 14th June 2019 at 09:00am at Conference Hall, EA Hotel Embassy Prague, Petraskà  
31 1110 00 Praha 1, Prague, Czech Republic**

Present:	Andreas Körbler Maurice Bottiau Marc Verlinden Jindrich Ricica Christophe Justino Serge Borel Boris von Lübtow Frank Haehnig Tamas Kaltenbacher Fabrizio Leoni Jaap Èstie Ton Groeneweg Przemyslaw Nowak Josè Candela Rasin Duzceer Bob Thompson Chris Harnan Jim de Waele	Austria Belgium Belgium Czech Republic France France Germany Germany Hungary Italy Netherlands Netherlands Poland Spain (In the Chair) Turkey UK UK UK
In attendance:	Ciaran Jennings Aimee McDermott	EFFC Secretariat EFFC Secretariat

Minutes	
<b>1.</b>	<p><b>Welcome &amp; Legal Compliance statement</b></p> <p>Josè Candela thanked Jindrich and the Czech Federation for hosting the previous evenings meal and the Executive programme in Prague. Josè welcomed Rasin Duzceer from Turkey to his first EFFC meeting as an affiliate member.</p> <p>A legal compliance statement was made: the purpose of the meeting is to discuss collaboration to address industry issues and not to, in any way, engage in fixing of markets or project pricing.</p>
<b>2.</b>	<p><b>Apologies for Absence</b></p> <p>David Hard (UK), Stig Weis (Denmark), Hans Bliss (Germany), Daniel Perpezat (France), Federico Trevisani (Italy), Dejan Lukic (Switzerland), Carlos Vazquez (Romania), Peter Vroom (Netherlands), Peter Ausslechner (Austria), Fredrik Asklund (Sweden) and Thomas Schroeder (Germany).</p>
<b>3.</b>	<p><b>Minutes of the last meeting</b></p> <p><b>a. Executive Meeting (Feb 8th 2019 Munich) – Attached for approval</b>  <b>b. AGM Minutes (October 5th 2018 Brussels) – Attached for information</b></p> <p>The minutes of the last meeting were approved.</p>
<b>4.</b>	<p><b>Affiliate Member Presentation- Turkey</b></p> <p>Rasin Duzceer from Kasktas, Turkey presented to the group at his first EFFC Executive meeting. Kasktas were admitted to the EFFC in early 2019 as an Affiliate Member. Rasin expressed his thanks and noted he was glad to join the EFFC and meet everyone personally.</p> <p>Rasin advised that Kasktas are the oldest foundation company in Turkey and that they work in every major area of geotechnical engineering. He noted that they also work internationally, mainly in the Middle East and were the first geotechnical company in Turkey to get ISO certification.</p> <p>Rasin explained that the current market in Turkey is quite slow and due to the economic crisis, major government investment has been suspended with not much change predicted for the rest of 2019. Rasin advised that during this time Kasktas have worked on the</p>



	<p>Canakkle Bridge Project as well as the European Anchor Block and the Asian Anchor Block.</p> <p>Rasin noted that Turkey Specification Committee, selected by the Ministry of Environment and Urbanisation, are working on a specification titled "Recommendations on Excavations" and they are looking to get this finished this year. He asked that any help EFFC can offer with this would be much appreciated. He noted that describing the liabilities of parties is the hardest part.</p> <p>Rasin advised that they have started to form a Turkish Federation and that they hope by the end of the year to have a national committee up and running.</p>	
<b>Issues for Discussion</b>		
<p><b>5.</b></p>	<p><b>Support Fluids Project R&amp;D Programme</b></p> <p>Chris Harnan advised that the guide has now been uploaded to both the EFFC and DFI websites and has been downloaded from the DFI website over 2200 times already.</p> <p>Christophe Justino reported on the contents of the guide and the next steps in the Research and Development process. He advised that the guide's structure is similar to that of the Tremie Guide and that setting the acceptance values is what has pushed the need for the field research study. The main purpose of the FRS is to collect site data in order to see if a standard acceptance value can be found. Christophe noted that there is still a lack of knowledge on how support fluids might affect the final product. He advised that the Support Fluids Task Group have set up a smaller group, mainly comprised of contractors, to define the FRS.</p> <p>Christophe advised that in terms of sponsorship the group now have approx. €220k, 90% of which has been paid. He also explained that there is a good balance between the EFFC and DFI sponsorship and that there are also some equipment sponsors who have committed to supplying equipment for the testing. The group have also set up a budget oversight committee to ensure the funds are being used properly; the first meeting of this group is set for July.</p> <p>Christophe explained that they have two specialists who will be carrying out the testing onsite - Chris Harnan in Europe and John Fabish in the US. They have finalised a draft programme and need to acquire data on standard and non-standard support fluid testing. They will also look at base cleanliness evaluation and the interface layer. The group also devised a survey to collect data before the specialists go onsite. Christophe advised that the plan is to visit 10 sites in Europe and 10 sites in the US and carry out testing which includes 6 different phases and several different types of equipment. The specialists will require three days onsite; two to perform the testing plus an extra day for contingency. Concrete testing will also be carried out, with the results linking to the Tremie Guide. Chris Harnan added that the reason for only two specialists, one for each location, was that in the Tremie guide testing there were some discrepancies in the US, where there were six people carrying out testing, compared to Europe, where only one person carried out testing.</p> <p>Christophe advised that edition 2 of the guide will need to be suitable for contractors onsite and to improve support fluid usage. He noted that this research is important and a unique opportunity to study support fluids.</p> <p>Jim de Waele asked how the group will be splitting the types of support fluid being tested. Christophe noted that they first need to address which contractors are open to being tested. Chris Harnan added that in Europe most sites use bentonite and in the US most use polymer. He noted that the fluid type tested is largely reliant on which contractors volunteer sites, as they will lose half a day of production due to testing. Chris added that it's unlikely they will have enough sites to be able to pick and choose and that any sites that allow research will have the option to veto anything from the final report to ensure anonymity etc.</p> <p>There was also some discussion about client approval. Maurice Bottiau advised that clients will need to be clear that this is a large research project and not just a focus on their site.</p> <p>The timeline for the FRS was noted to take approx. 2 years, with testing planned to start in the Autumn.</p>	
<p><b>6.</b></p>	<p><b>Improving Working Platforms + Presentation from Liebherr</b></p> <p><b>a) Improving Working Platforms Guide</b></p>	



Jim de Waele presented on the improving working platforms document created by the task group. He advised that the group had come together and completed the document in March. Jim had brought the document to the meeting to present to the Executive before publication. Jim advised that the document had had input from every single national federation and that it is about bringing together best practice from across the European federation. He noted that they were also receiving comments from the DFI and the Australian national federation, and that the DFI have adopted many recommendations from the document.

Jim explained that if the EFFC want to adopt better platforms then the following steps towards compliance, as set out in the paper, need to be addressed:

- Raise awareness
- Approach to industry designs
- Work out who is responsible for what on site
- Work out who is responsible for maintaining platform
- Sanctions for non-compliance

Jim noted that in terms of raising awareness, several federations have open statistics which are helpful. He noted that they also have a number of photographs of what happens when a platform is unsuitable which are useful for highlighting the problem. Some federations have also been actively presenting to large client bodies about this issue.

Jim also noted that there should be clarification of what rig loading should be allowed onsite and that there are a variety of ways to calculate this, including one being presented by Liebherr during the meeting.

Jim advised that after thinking about rig loading, the design of the platform needs to be addressed. He noted that historically the industry has not taken responsibility for platform costs, but now it is apparent that the platform needs engineering and that piling contractors need to be involved with this. However, the question of who does the platform design is still asked. Some contractors provide this service and others use small consultancies that offer this as a service. Regarding platform design, Jim advised that since March the Temporary Works Forum has published a new design code which compares the BR 470 method with alternatives. This provides a more economical solution and, coupled with a competent geotechnical engineer, is a good way to design a suitable platform.

Jim explained that the next step is looking at installing and testing of platforms. He noted that several federations have come up with terms and conditions for this and that it can be quite significant. He advised that if member federations do not have these agreed then they should look at the various ones available within other federations. He noted that when it comes to testing, generally the piling contractors are not onsite to view this. This brings the issue back to whom is responsible and who signs off the platform. This also leads to the need to engage those on-site so they know what they are signing when it comes to platform sign off sheets.

The next step in this process is inspection and maintenance. Jim advised that once satisfied that a platform has been installed properly, members also should think about how a platform is maintained. He explained that many rig turn overs have occurred because of poor maintenance of a platform rather than poor installation. Jim noted that it's important for piling contractors to make these checks and not just assume the main contractor has done so. He noted that in the UK the site supervisor often signs off on this which makes everyone involved think and ensure maintenance is kept up.

Jim explained that allocation of responsibility is another issue set out in the paper. He advised that this is about educating principal contractors who may be unaware of their legal obligations to coordinate temporary works. Jim noted that this is likely to be more successful if backed by the federation.

Jim went on to explain enforcement. He noted that members need to follow best practice and once there is a consensus that this is the way forward those not carrying on the correct procedure will stand out. He also advised that writing the requirements into national specifications and codes is another way to enforce use.

Jim also spoke about training and awareness. He noted that the Polish federation produced a very good video educating people on the risks on unstable platforms. Jim advised that there are lots of posters and toolbox talks in existence that can be used to educate on this.

To conclude, Jim explained that the document is there to bring together best practice ideas across Europe and bring them together in one place. He advised that if this roadmap is



	<p>followed in sequence from the beginning then the chances of success will be much higher. He noted that this is something that will be likely to become legislation in the future and that it is in the EFFC's best interest to take a stance and lead the way rather than face enforcement when legislation changes.</p> <p>There was some discussion about the name of the guide. Serge Borel noted that calling it a guide suggests it is a guide to designing working platforms. He suggested it would be better to call it a Good Practice Guide or a Position Paper. Jim agreed to amend the title and send it in for publication to the EFFC Website.</p> <p><b>b) Liebherr Presentation- Ground Pressure Visualisation</b></p> <p>Roland Nöstler and Alfred Koller of Liebherr were invited to present their Ground Pressure Visualisation tool to the group.</p> <p>Roland advised that it is important to challenge performance every day and explained that Liebherr have many systems and data recording and reporting processes available but that human error is often the weakest link on-site. He advised that they have created a ground pressure visualisation tool which shows the current ground pressure, the ground pressure at maximum permissible usage and the maximum permissible ground pressure. It involves three separate outlines with red indicating the maximum pressure allowed on a job site.</p> <p>Alfred explained that the system does not actually measure the ground pressure but calculates the load. He noted that all movements are recognised in real time by the device. Jim de Waele noted that this is a useful tool and something that the industry will have to have a look at to understand how best to use. Alfred noted that it is important to look at who has responsibility on-site and ensure that the device is set up correctly. There was some discussion about the tool and who would be responsible if something went wrong.</p> <p>Roland and Alfred welcomed any further feedback from the group on the tool. Alfred also added that they have designed an electric rig which can run for 10 hours a day.</p> <p>José Candela encouraged Liebherr to apply for Associate Membership to the EFFC as the tools they develop are things that can be discussed during meetings and within working groups, and their knowledge and input would be well received.</p> <p>Please see link to presentation <a href="#">here</a>.</p>	<p>J de Waele</p>
<p>7.</p>	<p><b>Associate Membership EFFC opportunities for interaction</b></p> <p>José Candela reported that the Officers had discussed changing the current schedule of meetings in order to give Associate Members the opportunity to present on topics or issues relevant to the federation.</p> <p>They proposed that the AGM structure would change, starting with the formal AGM on the Thursday afternoon rather than the Contracts WG at this time. This section would include the formal aspects of the AGM including confirmation of Officers, the budget, and approving new Associate Members. This section would only be open to full members. The Welcome Dinner would take place on Thursday evening which Associate Members would be invited to attend for networking.</p> <p>Associate Members would then be invited to attend the whole of the Friday programme which would comprise of Working Group reports in the morning followed by Associate Member and National Federation presentations in the afternoon. The Gala Dinner would then take place for all members to enjoy on Friday evening for further networking.</p> <p>José explained that the Officers had also discussed reducing the amount of Executive meetings to two rather than three, with one taking place in the Spring and then the AGM in October. Andreas Körbler added that this change is needed to allow more focus on national federations and to give them a platform to present any ideas and to also allow Associate Members to share their knowledge.</p> <p>José advised that the Officers will also change their meetings, with two physical meetings and two by Skype taking place in between. This change will also allow for time between Working Group meetings to ensure they have time to produce minutes and reports for the Executive. It was acknowledged that communication between the Working Groups and Executive needs to improve and that this will help to make meetings more useful and</p>	



	<p>interesting for members. This will also allow for the opportunity to hear about the local federations of each country and learn more about the issues they face.</p> <p>It was noted Associate Members would be briefed before they present and that their presentations will be reviewed to ensure they are not commercially focused and are relevant to members. It was also noted that Associate Members will be invited to attend relevant Working Groups as their input will be valuable to members.</p>	
8.	<p><b>EFFC Rig Operator License</b></p> <p>Jaap Éstie advised that the EFFC Rig Operator License had been presented at FIEC and that the group were also looking into training centres who would take on the license test. He noted that the group are looking to finalise this in September.</p>	
9.	<p><b>Rig Safety Standard – EN16228 update</b></p> <p>Serge Borel reported on the Rig Safety Standard EN16228 update. He advised that the CEN public enquiry finished on 11th June 2019. He noted that the EFFC need to think about how as a federation they will react to the next amendment as at the moment this comes through very informal channels and the deadline often gets missed. Serge noted that the main issue is the way cages are used when you have an additional means to manipulate rods.</p> <p>It was agreed that the group need to find a way forward when commenting on amendments. It was also noted that the paper is published on the Eurocodes website for people to access and will be recirculated to the group.</p> <p>Please see presentation <a href="#">here</a>.</p>	D Perpezat
<b>Issues requiring a decision</b>		
10.	<p><b>Associate Membership - new applications</b></p> <p>Nothing to report.</p>	
<b>Work of the Federation</b>		
11.	<p><b>Reports of the Working Groups</b></p> <p><b>a) Health &amp; Safety Working Group</b></p> <p>Lorenzo Alessi was not present to report to the group. It was acknowledged that communication between the Executive and the Working Groups needs to improve to ensure all in the federation are aware of the progress being made by each group.</p> <p><b>b) Technical Working Group</b></p> <p>Marc Verlinden reported on the Technical WG on behalf of David Hard who was unable to attend. Marc advised that the group had met in London in May. There they had discussed the possibility of incorporating Associate Members into the group, as well as attendance at FIEC. The group had noted they need more information on FIEC and its groups in order to participate.</p> <p>Marc advised that the group had also discussed the update on execution standards and the new Eurocode 7. They have also recently completed their guidance note on water-tightness of retaining walls. This was carried out in a small task group which met via several skype calls and some physical meetings. The guide, containing a chapter covering diaphragm walls, is now complete and ready to be placed on the website once final formatting is agreed. It was asked that this is circulated to the Executive before being placed on the website.</p> <p>There was some discussion about how documents are approved and how this system needs to be formalised and agreed by members. Ciaran Jennings advised that he will contact the Working Group Chairs to ensure the Executive are provided with up to date versions of their work for approval by mid-September.</p> <p>Marc also added that the groups future topics on the agenda for 2020 include corrosion protection, self boring anchors and piles and the base quality of bored piles.</p> <p>Please see link to presentation <a href="#">here</a>.</p>	<p>EFFC Secretariat</p> <p>EFFC Secretariat</p>



**c) Tremie Concrete Task Group**

Chris Harnan asked the group who is currently using the Tremie Guide within their companies, and if not, why. Generally, members are using the guide or attempting to implement it within their companies.

Chris stressed that it is critical members test concrete even if it is being supplied by the main contractor.

Serge Borel noted that the French translation of the guide is nearly finalised and will be ready for issue soon. Chris asked members if it would be useful to have the guide in any other languages. Some felt it would be easier to get the guide in use if it was translated. Chris advised that section 5 and appendix A are the most important sections and that it would be good to have these translated if possible.

Andreas Körbler added that there is a German version of the guide which should be uploaded to the website.

**d) Support Fluids Task Group**

Chris Harnan asked that members encourage use of the guide within their federations and ensure everyone is aware it has been published.

**e) Contracts Working Group**

Jaap Èstie reported on the Contracts WG as Wim Claesen and Federico Trevisani were unable to attend the Executive meeting. Jaap noted that the meeting had had low attendance and that a presentation had been planned by the Swedish federation however they were unable to attend.

Jaap advised that the group had discussed the EFFC Risk Register and Guidelines and wanted to review these for October. They had also looked at General Conditions and retention. Jaap explained that the group have decided that each federation will get the chance to present on their country's general conditions over the next few meetings. At the next meeting the UK and Netherlands will present.

The group had also discussed FIEC and increasing participation at their groups. Wim had attended a Construction 4.0 group and is looking to attend the next one. The group would also like to invite Domenico Campogrande to their next meeting in order to bring some of the issues discussed to FIEC level.

There was some discussion about the future of the Contracts WG. Andreas Körbler noted that it is important to address the topics and review what the group is working on in order for it to benefit members and the federation. A further topic mentioned for the Contracts WG to discuss was the promotion of project bank accounts.

Chris Harnan noted that there seem to be enough topics in the group but that it should be discussed with Wim Claesen and Federico Trevisani as to whether the group changes the frequency of its meetings. Maurice Bottiau advised that he had spoken to Wim who felt there were enough topics but that the attendance of meetings is very low. It was noted that the meetings used to couple with the Executive as most people in attendance were also attending the Executive meeting the next day.

It was discussed that input to the WG can also come from outside the group and that things discussed at the Executive could lead to the Contracts WG splitting into smaller task groups to address issues.

**f) Sustainability Working Group**

Chris Harnan reported on the Sustainability WG. He advised that the group had had 3 meetings to date, 2 in Paris and 1 in London, all of which had good attendance and a good mix of people.

Chris noted that denying climate change is no longer an option as governments are moving to legislate and that the whole professional services industry is changing. Digitalisation and technology leading to automation are happening and the construction industry is behind on this. Chris advised that profit is still a part of sustainability, but that it needs to be more equal with people and the planet in terms of business priorities.



	<p>Chris explained that the group have created a sustainability overview which is a purely factual document that will be issued to members. The group have also been working on a materiality matrix. This involved the group coming up with a list of approx. 40 materiality issues which were then narrowed down to 20 of relevance to the industry. The group then carried out a survey amongst themselves to come up with the top 10. The results were quite surprising with business ethics and compliance coming last and basic human rights not making the top 10. The top topics were energy use, climate impact and air quality and then material and natural resource use.</p> <p>The Sustainability WG felt that the next step would be to get more people in the EFFC to fill in the survey. Once this is complete the group can assess the top 10 and each do further research into a topic.</p> <p>Chris noted that there needs to be a small task group set up to look at low carbon concrete and see what is available on the market. He advised that if the EFFC were to take the position of only using low carbon concrete this could have a real impact. There was some discussion about the price of this and whether there would be drive from clients to use a more expensive product. Chris advised that this is the type of information the group needs to look into, to find out who is supplying the concrete, what it is made of, and how much it would cost. This could then be taken to clients and pitched with the fact it is a green product being of interest.</p> <p>There was some discussion about the survey and whether this would help the EFFC begin its sustainability drive. It was felt the survey may not give an adequate starting point and that it would be useful to focus on a couple of key topics of interest.</p> <p>Maurice Bottiau noted that there is a lack of true data available and that there are a lot of figures floating around that do not give the whole picture. Chris suggested that the group create a document with some key data from 5 or 6 key sources on global emissions etc. which could then be used to base recommendations for next steps on.</p> <p>There was some discussion about the EFFC's next steps on this. It was agreed that some headline facts around sustainability, as well as looking further into low carbon concrete and electric plant would be useful and ensure members are kept informed about the industry and its steps towards sustainability.</p>	
<b>Funding</b>		
12.	<p><b>Finance</b></p> <p><b>a) Financial Statement to Apr 2019</b></p> <p><b>b) 2019 Budget and Subscriptions</b></p> <p>Andreas Körbler reported on the Financial Statement. He noted that the federation now has an additional affiliate member and several associate members, with more being approached. He advised that the expenses are more or less the same as last year, however encouraged members to use national federation meeting rooms wherever possible for WG meetings.</p>	
13.	<p><b>Any Other Business</b></p> <p>It was advised that the next AGM will take place in Vienna over Thursday 17th and Friday 18th October.</p> <p>Suggested dates for 2020 meetings are:</p> <ul style="list-style-type: none"> <li>- April 23rd/24th- Executive</li> <li>- October 22nd/ 23rd - AGM</li> </ul>	
14.	<p><b>Date and Place of Next Meetings:</b></p> <ul style="list-style-type: none"> <li>• Thursday 17th and Friday 18th October- Vienna, Austria</li> </ul>	

Actions List		
Item	Action	Responsible
6.a)	Amend the title of the Working Platforms document and send in for publication to the EFFC website.	J D Waele



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9.	Send in the Rig Safety Standard document to EFFFC for circulation to members.	D Perpezat
11.b)	Circulate the Guidance note on Water-tightness to the Executive committee before placing on the EFFFC website.	EFFFC Secretariat
11.b)	Contact Working Group Chairs to ensure the Executive are provided with up to date versions of their work for approval by mid-September.	EFFFC Secretariat